



# INVITATION FOR BIDS

## PROVISION OF PROPERTY MANAGEMENT SERVICES

PROCUREMENT REFERENCE NO : SFFRFM/NCB/S/2025-26/02

DATE OF ISSUE : 6TH OCTOBER, 2025

1. The Smallholder Farmers Fertilizer Revolving Fund of Malawi (SFFRFM) invites sealed bids from eligible and qualified bidders for the **Provision of Property Management Services**
2. Bidding will be conducted through National Competitive Bidding (NCB) procedures as contained in the Public Procurement and Disposal of Public Assets Act, 2025 and its subsidiary Regulations and is open to all interested bidders in Malawi.
3. Interested eligible bidders may obtain further information from SFFRFM and inspect the Bidding Documents during working days at the address given below at 8(i) below from 07:30 hours to 12:00 noon and 13:00 hours to 16:30 hours.
4. A complete set of Bidding Documents in English may be purchased and collected by interested bidders at the address given under item 8(i) below, upon payment of a non-refundable fee of **MK15,000.00** in cash or bank certified cheque.
5. Bids shall be valid for a period of **120 days** from the deadline for bid submission. All bids must be accompanied by a Bid Securing Declaration.
6. Bids, in sealed envelopes clearly marked "**Provision of Property Management Services**" must be delivered to the address under item 8 (ii) below and deposited into the Tender Box by bidders or their representatives on or before 14:00 hours local time, **Monday, 27th October, 2025**. Electronic submission of bids will not be acceptable. Late bids shall be rejected.
7. Bids will be opened publicly in the presence of the bidders or their representatives, who choose to attend at the address under item 8 (iii) below at **14:00 hours** local time on **Monday, 27th October, 2025**
8. (i) Address for Inspection, Clarification and Purchasing of Bidding Documents  
**Procurement and Asset Disposal Manager**  
**Smallholder Farmers Fertilizer Revolving Fund of Malawi**  
**Ulimi House**  
**Cnr Glyn Jones/Sharpe Roads**  
**P.O. Box 2505**  
**BLANTYRE**
- (ii) Address for Submission of Bids  
**The Chairperson**  
**Internal Procurement and Disposal Committee**  
**Smallholder Farmers Fertilizer Revolving Fund of Malawi**  
**Ulimi House**  
**Cnr Glyn Jones/Sharpe Roads**  
**BLANTYRE**
- (iii) Address for Opening of Bids  
**Boardroom**  
**Smallholder Farmers Fertilizer Revolving Fund of Malawi**  
**Ulimi House**  
**Cnr Glyn Jones/Sharpe Roads**  
**BLANTYRE**